

**Town Meeting Coordinating Committee**  
**Minutes for Friday, March 29, 2013**  
**3:00 – 5:30 pm**  
**Bangs Center, Glass Room**

**Present:** Peggy Roberts, Mary Streeter, Nonny Burack, Alan Powell

**Absent:** Melissa Perot, Patricia Holland, Carol Gray

Peggy called the meeting to order at 3:19

1. **Calls to New Town Meeting Members** – Mary said that she requested election results from the Town Clerk asap so we could call to welcome new members and let them know about upcoming educational events to bring them up to speed. Mary suggested reviving the new member mentoring program.
2. **Zoning Primer** – Peggy said she was unsuccessful in contacting the Chair of the Planning Board (David Webber) and the Chair of the Zoning Sub-committee (Rob Crowner) by phone. She finally e-mailed them to request support for Precinct Meetings and the Bus Tour, along with their usual contribution to the Warrant Review. They replied that informal commitments had been made by board members and would be finalized at their April 3<sup>rd</sup> meeting. They also offered to help with the updating of the Zoning Primer. It was determined that TMCC would create a draft update for the Planning Board to edit. We will work on the Zoning Primer at our April 4<sup>th</sup> meeting.
3. **Warrant Review** – There are a possible 49 warrant articles. We discussed a deadline for speakers to submit their graphic info for projection. Alan said that at the last review nobody met the deadline, and that the risk is theirs if there is a glitch. Mary was concerned that many presenters (petition articles) are new to the venue, and won't know the routine. We decided to ask for visuals on the Friday before the Review to make sure they work. We proofed the Warrant Review and Bus Tour slides Mary made for the Amherst Media announcement scroll. We determined that because of the number of articles, questions would have to be limited, with a brief question period after each individual's presentation. Efforts would be made to move things along quickly. We discussed the possibility of a separate informal Budget Review for new members, and potential participants from the Finance Committee and Town staff.
4. **Packets** – Mary said she would complete the stickers for the packet envelopes in time for distribution. Nonny said if we go ahead with the Budget Review, info should go into the second packet. It should be prepared by April 23<sup>rd</sup> deadline.
5. **Bus Tour** – Bus arrangements are all set. Alan will contact Peter Krouse to confirm and get emergency contact info of the driver in case of a mix-up. When the Warrant is released Alan will work with Carol on the route map and Alan will get photos of sites.
6. **Orientation** – Nonny made arrangements for Orientation in the Yearbook Room in the Middle School, located next to the Main Office. If we need more room we can move to the HomeEc Room.
7. **Sound Upgrade** – Peggy read an E-mail from Chris Pacunas. He explained that he planned to include improvements to the Town Meeting sound system in next year's capital budget.
8. **Meeting with Moderator** – Peggy will try to set up a meeting with the new Moderator for our April 12<sup>th</sup> meeting, after the election.
9. **Scheduling of Meetings** – 3:00pm April 4<sup>th</sup> and 3:00pm April 12<sup>th</sup>
10. **Minutes of 3/15/13** – Approved unanimously, as amended

**Documents distributed:**

Agenda

Amherst Media Slides: Warrant Review, Bus Tour, Precinct Meetings

Minutes of 3/15/13

Adjournment moved by Nonny, Seconded by Mary. The meeting adjourned at 5:06pm

Submitted by Alan Powell

Approved April 12, 2013